



CITY OF ALLENTOWN

No. 70

**RESOLUTION**

**R - 2020**

***Introduced by the Administration on June 3, 2020***

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Authorization for change order for previously bid contract with PMA Management Corp in the amount of \$58,650 for Third Party Claims Administration services for the self-insured automobile program initial contract was for \$175,950, increase of \$58,650 for a new total of \$234,600.

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***Resolved by the Council of the City of Allentown, That***

**WHEREAS**, Article 130.16 of the City's Administrative Code requires City Council approval by Resolution for the award of contracts or engagement of professional services.

**WHEREAS**, it is the desire of the City of Allentown to increase the contractual sum of the previously awarded agreement with the following named contractor/consultant, for the use and purpose indicated in supporting the Contract dated August 15, 2017:

1. Name of Contractor/Consultant: PMA Management Corp
2. Project or Contract Reference: C09-000029
3. Description of Service(s) to be provided: Third Party Claims Administration services for the self-insured automobile program.

**NOW, THEREFORE, BE IT RESOLVED**, on this the 3<sup>rd</sup> day of June, 2020, that the Council of the City of Allentown, hereby authorizes the Mayor and/or such other City officials as deemed appropriate by the City Solicitor, to sign and execute a Contract or Amendment and such other agreements and documents as are deemed by the City Solicitor to be necessary and/or related thereto, with the above named contractor/consultant, for the project identified.



**CITY OF ALLENTOWN**  
**Request for Approval**

**SUBJECT:** Request for Approval by City Council of Contract Price Increase Pursuant to City Ordinance, Article 130.16

Project or Contract Reference: C09-000029 Third Party Claims Administration services for the self-insured automobile program.

**TO:** City Council, City Clerk, and Council Solicitor

**FROM:** Meloney Sallie-Dosunmu, Department Head

**DATE:** May 14, 2020

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Pursuant to City Ordinances, Article 130.16, this Recommendation of Award is before City Council for its approval of the contract consideration increase.

- This recommendation is for a contract consideration increase of 10% or more for an existing contractual sum. Said contract was previously bid and awarded under city policies.
- The contract appropriation or price increase **is** included in this year's budget
- List the **name and address** of the recommended Contractor/Vendor, include the following:

PMA Management Corp, 380 Sentry Parkway, Blue Bell, PA

Contract Consideration:	\$175,950.00
Requested Increase:	<u>\$ 58,650.00</u>
New Contract	\$234,600.00

Funding Source: 081-02-8001-0001-46

- Description of project or scope of services to be provided and why is an increase needed:

Third Party Claims Administration services for the self-insured automobile program.

- List the current Contract Term and if an increase is needed:

The current contract term will expire on August 15, 2020. The amendment will extend the current contract for an additional year and will cease on August 15, 2021.

- List any renewal term options and duration of each renewal, if any:

n/a

- Maximum dollar value of all renewals provided for beyond the original term as if all renewals were exercised:

n/a

A vote of final approval is requested of the members of Council and by passing the accompanying resolution, this Contract will be deemed approved\_\_\_\_\_

By: Meloney Sallie-Dosunmu, Department Head

Copies To: Mayor  
Director of Finance  
Purchasing  
Controller

Attachment: proposed resolution